



STATE OF IOWA

CHESTER J. CULVER, GOVERNOR
PATTY JUDGE, LT. GOVERNOR

DEPARTMENT OF EDUCATION
JUDY A. JEFFREY, DIRECTOR

DATE: May 1, 2008

TO: Community College Presidents
Local Education Agency Superintendents
Regional Tech Prep Contact Persons

FROM: Janice Nahra Friedel, Ph.D.
Administrator and State Director of Career and Education
Division of Community Colleges and Workforce Preparation

SUBJECT: **Materials for the FY09-13 Regional Tech Prep Grant Application**

Please find attached the instructions for completing the FY09-13 Regional Tech Prep grant application, the FY 09-13 Tech Prep grant application, the approval check list, and the FY09 Tech Prep grant allocation table. The application is aligned with the reauthorized Carl D. Perkins Technical Education Act of 2006, and Iowa's Perkins IV Five-Year State Plan (2009-2013)" which was approved by the State Board of Education on April 3, 2008.

As in past years, each region is eligible to be awarded a grant based on an allocation as prescribed by a formula set forth in the Iowa State Plan for the Administration of the Carl D. Perkins Act. The fiscal agent (the community college in the region) for the region's tech prep consortium must submit an application that has been agreed to by the community college, local educational agencies, and area education agency within the community college district's merged area/region. (Per Iowa's Five-year State Plan, community colleges are required to serve as the fiscal agent for the tech prep consortium in which they are a member.)

Each region may elect to submit an application for one year (FY 09) or for five years (FY 09-13). If a region elects to submit a five year plan, we are requesting that the applicant submit a budget based on the funding level as projected for FY 09 for each of the years included in the application. The fiscal agent for the region will be required to annually update the budget and demonstrate successful completion of the previous year's action plan via submittal of a year report. If a region elects to submit an application for one year, the fiscal agent for the region will be required to submit an application for the remaining four years (FY 10-13) of the grant period on or before June 1, 2009. As in the past, an approved application may be amended as needed by submitting the amended portion of the application and documentation that the amendment has been approved by all of the entities participating in the grant.

Grimes State Office Building - Des Moines, Iowa 50319-0146

PHONE (515) 281-5294 FAX (515) 242-5988

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The accountability requirements within the Perkins Act require participating districts and community colleges to annually monitor and ***report student attainment data on ALL students participating in all of their Tech Prep-career and technical programs.*** Part II of the application describes a process that utilizes aggregated performance data from the immediate previous academic year as the baseline data for the negotiation of the projected level of performance for the grant's initial award period (2008-09 academic year). The data for this item will be mailed under a separate cover next week to each district's/community college's chief administrator and the regions' Tech prep grant contact person as identified by the grants current fiscal agent. (This will be the data was submitted by the participating districts and colleges at the close of the 2006-07 academic year Project EASIER plus CTE and the Community College Management Information System.)

Additional materials that are fiscal agent specific (aggregated FY 06 performance levels for all programs offered by the consortium's members and a list of programs(including the Tech Prep programs) to be offered by the districts in the 2008-09 academic year) will also be mailed to the Tech Prep contact person at each of designated fiscal agents under separate cover next week.

Applications will be reviewed for approval as received. However, to ensure approval prior to June 30, 2008, it is necessary to **submit an ORIGINAL and ONE copy of the application by June 2, 2008, to:**

**Attn: Pat Vrban
Division of Community Colleges and
Workforce Preparation
Iowa Department of Education
Grimes State Office Building
Des Moines, IA 50319-0146**

If you have any questions regarding the FY 09-13 application, please contact Ken Maguire, Consultant, Bureau of Community Colleges and Career and Technical Education at 515/281-4721 or via e-mail at ken.maguire@iowa.gov or the Tech Prep liaison assigned to your region.

cc: Ken Maguire, Roger Foelske, Roger Utman, Perkins Regional Liaisons (see attachment)

Attachments: Application Instructions, Application, Approval Checklist, Allocation Table

**Iowa Department of Education
Division of Community Colleges and Workforce Preparation
Regional Liaisons for Tech Prep Grants**

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